



EMBASSY OF THE UNITED STATES OF AMERICA

*The Centers for Disease Control and Prevention (CDC) is seeking an individual for the full time position of **Field Officer Coordinator** in Oshakati.*

The incumbent serves as the CDC Oshakati office Field Coordinator in assuring consistent and proper delivery of PEPFAR HIV/AIDS activities throughout the northern regions of Namibia. The incumbent is responsible for providing technical expertise and assistance to the Ministry of Health and Social Services (MOHSS) and other participating partners in the northern regions of Namibia. The incumbent participates and supports the design, implementation and strengthening of routine disease surveillance systems and the conduct of large, complex surveys designed to measure HIV prevalence and other indicators of importance to evaluating the impact of HIV control programs. Carrying out these functions requires public health technical knowledge, results-oriented data analysis, advocacy, and the ability to facilitate communication and maintain collaborative working relationships with partner organizations. This position is required to travel at least 60% of the time. This position also directly supervises four CDC Oshakati Office Field Officers and one Administrative Assistant.

Required Qualifications and skills:

1. Bachelors Degree in Nursing or a four year Registered Nursing Qualification
2. Registration with the Namibian Nursing council is required
3. Seven years progressively responsible public health experience in the management and development of epidemiological surveillance and/or large-scale surveys of HIV/AIDS prevention, treatment, or care programs are required. At least two years of clinical experience with progressive responsibility that includes direct patient care and coordination of clinical programs in HIV/AIDS program in Namibia or similar settings. Minimum of one year of experience at managerial level is required. At least three years experience with International Organizations, public institutions or other non-profit organizations is required.
4. English Reading/Speaking/Writing Level IV (Fluent) is required. This will be tested.
5. Good working knowledge of HIV/AIDS clinical issues and relevant testing and treatment
6. Guidelines as well the basics of collecting data for surveillance initiatives i.e. ART surveillance
7. Good working knowledge of computer software programs such as word processing, spreadsheets and databases is required. This will be tested.

Interested persons should submit a completed DS-174 form (available at the U.S. Embassy reception, 14 Lossen Street, Ausspannplatz or at <http://windhoek.usembassy.gov>) and a current CV to the Human Resources Officer at the Embassy by 17:00 on or before **April 11, 2014**

Applications may be mailed to P/Bag 12029, Ausspannplatz, Windhoek, or submitted via e-mail to HROWindhoek@state.gov

Only short listed candidates will be contacted. Please submit copies of relevant documents. Applications submitted will not be returned.

Please note that all vacancies within the US Embassy are advertised on the following website:
<http://windhoek.usembassy.gov>